



City of Tacoma, WA

**TACOMA POWER – TRANSMISSION & DISTRIBUTION
REQUEST FOR INFORMATION
CLASS E HARD HATS
SPECIFICATION NO. PT25-0284F**



**City of Tacoma
Tacoma Power/Transmission & Distribution**

**REQUEST FOR INFORMATION PT25-0284F
Hard Hats – Class 2 Type E**

Submittal Deadline: 11:00 a.m., Pacific Time, Tuesday, February 3, 2026

Submittals must be received by the City’s Procurement and Payables Division by 11:00 a.m. Pacific Time.

For electronic submittals, the City of Tacoma will designate the time of receipt recorded by our email server, as the official time of receipt. This clock will be used as the official time of receipt of all parts of electronic bid submittals. Include the specification number in the subject line of your email. Your submittal must be sent as an attachment, links to your electronic submittal will not be accepted.

For in person submittals, the City of Tacoma will designate the time of receipt recorded by the timestamp located at the lobby security desk, as the official time of receipt. Include the specification number on the outside of the sealed envelope. Late submittals will be returned unopened and rejected as non-responsive.

Submittal Delivery: Sealed submittals will be received as follows:

<p>By Email: sendbid@tacoma.gov Maximum email size including attachments: 35 MB. Multiple emails may be sent for each submittal.</p> <p>Note: Email may pass through multiple servers before arriving at its destination. Please allow sufficient time for email delivery of submittals. Timely electronic delivery is at the risk of the supplier.</p>	<p>In Person: Tacoma Public Utilities Administration Building North, Main Floor, Lobby Security Desk 3628 South 35th Street Tacoma, WA 98409 Monday – Friday 8:00 am to 4:30 pm</p>
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Bid Opening: Submittals must be received by the City’s Procurement and Payables Division prior to 11:00 a.m. Pacific Time. Sealed submittals in response to a RFB will be opened Tuesday’s at 11:15 a.m. by a purchasing representative and read aloud during a public bid opening held at the Tacoma Public Utilities Administrative Building North, 3628 S. 35th Street, Tacoma, WA 98409, conference room M-1, located on the main floor. They will also be held virtually Tuesday’s at 11:15 a.m. Attend a Zoom meeting [via this link](#) or call 1 (253) 215 8782, using meeting ID # 884 0268 0573, passcode # 070737.

Submittals in response to an RFP, RFQ or RFI will be recorded as received, but not read at bid opening. As soon as possible, after 1:00 PM, on the day of submittal deadline, preliminary results will be posted to www.TacomaPurchasing.org.

If you believe your submittal was sent timely and was not read at bid opening, please contact sendbid@tacoma.gov immediately.

Solicitation Documents: An electronic copy of the complete solicitation documents may be viewed and obtained by accessing the City of Tacoma Purchasing website at www.TacomaPurchasing.org.

- [Register for the Bid Holders List](#) to receive notices of addenda, questions and answers and related updates.
- Click here to see a [list of vendors registered for this solicitation](#).

Pre-Proposal Meeting: A pre-proposal meeting will not be held.

Project Scope: The City of Tacoma (City) / Tacoma Public Utilities (TPU) is soliciting information for Class E Hard Hats to be utilized by Transmission & Distribution (T&D) crews as part of their standard PPE.

Paid Sick Leave: The City of Tacoma requires all employers to provide paid sick leave in accordance with State of Washington law.

Americans with Disabilities Act (ADA Information): The City of Tacoma, in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. Specification materials can be made available in an alternate format by emailing the contact listed below in the *Additional Information* section.

Title VI Information:

“The City of Tacoma” in accordance with provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration of award.

Additional Information: Requests for information regarding the specifications may be obtained by contacting Aaron Bratton by email to abratton@tacoma.gov.

Protest Policy: City of Tacoma protest policy, located at www.tacomapurchasing.org, specifies procedures for protests submitted prior to and after submittal deadline.




Meeting sites are accessible to persons with disabilities. Reasonable accommodations for persons with disabilities can be arranged with 48 hours advance notice by calling 253-502-8468.

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SUBMITTAL CHECK LIST

This checklist identifies items to be included with your submittal. Any submittal received without these required items may be deemed non-responsive and not be considered for award. Submittals must be received by the City of Tacoma Purchasing Division by the date and time specified in the Request for Information page.

The following items make up your submittal package:	
Letter of Interest	
Information in Section 7	

1. INTRODUCTION

The City of Tacoma (City) / Tacoma Public Utilities (TPU) is soliciting information for Class E Hard Hats to be utilized by Transmission & Distribution (T&D) crews as part of their standard PPE.

2. PURPOSE

The City of Tacoma (City) / Tacoma Public Utilities (TPU) is issuing this Request for Information (Solicitation) to determine which helmet(s) will be added to the approved list for purchase.

3. CALENDAR OF EVENTS

This is a tentative schedule only and may be altered at the sole discretion of the City.

The anticipated schedule of events concerning this Solicitation is as follows:

Question Deadline:	1/16/2026
Questions and Answers Posted:	1/22/2026
Submittal Due Date:	2/3/2026

4. INQUIRIES

- 4.1** Questions should be submitted to Aaron Bratton via email to abratton@tacoma.gov.
Subject line to read:

PT25-0284F – Class E Hard Hat RFI – *VENDOR NAME*

- 4.1** Questions are due by 3 pm on the date included in the *Calendar of Events* section.
- 4.2** Questions marked confidential will not be answered or included.
- 4.3** The City reserves the discretion to group similar questions to provide a single answer or not to respond when the requested information is confidential.
- 4.4** The answers are not typically considered an addendum.
- 4.5** The City will not be responsible for unsuccessful submittal of questions.
- 4.6** Written answers to questions will be posted alongside the specifications at www.tacomapurchasing.org

5. DISCLAIMER

The City is not liable for any costs incurred by the Respondent for the preparation of materials or a submittal submitted in response to this RFQ, for conducting any presentations to the City, or any other activities related to responding to this RFQ, or related to the contract negotiation process.

Please note that this Request for Information is not a Request for Bids (RFB) or a Request for Proposals (RFP), and there is no guarantee that either a RFB or RFP will be issued. A Respondent's decision to respond, or not to respond, to this Solicitation will NOT be a factor in evaluating any later RFB or RFP.

While the intent of this Solicitation is to help identify vendors who meet various requirements for a competitive solicitation, there is no guarantee that any specific information presented by any Respondent will ultimately be included in any future solicitation issued by the City.

Each Respondent shall bear all expenses incurred by the preparation and presentation of its Solicitation response. The City will therefore reject any claim made against them in this matter, regardless of the results of the subsequent processes, if any.

6. QUALIFYING REQUIREMENTS

6.1 Equipment Requirements: Hard hats must have an integrated full brim and comply with all applicable laws in Washington State. Please see Appendix A with list of Type 2 Class E hard hats that have been identified as possible items for approval. Other hard hats submitted must be similar in technical specifications.

6.2 Technical Requirements: Hats must meet the ANSI Z89.2-1971 standard. Hats must also be proof tested at 20,000 volts to meet Class E requirements in Washington state.

6.3 Optional Features: Chin straps

7. CONTENT TO BE SUBMITTED

7.1 Products Provided

- A. Describe the products provided by your firm with current lead times. Please include any potential causes for lead time extension.
- B. Please provide a link to hard hat information on the companies website for the review.
- C. Indicate whether your firm has shipped samples to Tacoma Public Utilities for a working trial. Include any applicable tracking numbers. Tacoma Power Transmission & Distribution is interested in vendors who would be willing to send between 6 – 10 hard hats for team members to try on and utilize for testing while work is being performed. These hats would be utilized for several weeks on team members for testing under various work scenarios and weather conditions.

Samples which arrive on or before the due date of the RFI will expedite the start of the working trial.

Documents sent to:

Electronically: Bids@tacoma.gov

Physical: Tacoma Public Utilities
Attn: Purchasing – 4th Floor – RE: PT25-0284F
3628 S. 35th St.
Tacoma, WA 98409

Hard hat samples sent to:

Tacoma Public Utilities
ATTN: Power Warehouse – RE: PT25-0284F (Tacoma Power Safety)
3628 S 35th St. (REAR)
Tacoma, WA 98409

7.2 Pricing Information

Please provide as much general information as possible about pricing and potential frequency of pricing adjustments over the course of a year. Please also include any potential tariff implications. The City is interested in assessing the cost of replacement over time for all employees.

8. ENVIRONMENTALLY PREFERABLE PROCUREMENT

In accordance with the [City's Sustainable Procurement Policy](#) and [Climate Action Plan](#), it is the policy of the City of Tacoma to encourage the use of products or services that help to minimize the environmental and human health impacts of City Operations. Respondents are encouraged to incorporate environmentally preferable products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, products, manufacturing, packaging, distribution reuse, operation, maintenance or disposal of the product or service.

The City of Tacoma encourages the use of sustainability practices and desires any awarded contractor(s) to assist in efforts to address such factors when feasible for:

- Durability, reusability, or refillable
- Pollutant releases, especially persistent bioaccumulative toxins (PBTs), low volatile organic compounds (VOCs), and air quality and stormwater impacts
- Toxicity of products used
- Greenhouse gas emissions, including transportation of products and services, and embodied carbon
- Recycled content

- Energy and water resource efficiency

9. EQUITY IN CONTRACTING

The City of Tacoma is committed to encouraging firms certified through the [Washington State Office of Minority and Women's Business Enterprise](#) to participate in City contracting opportunities. See the **TMC 1.07 Equity in Contracting Policy** at the City's [Equity in Contracting Program website](#).

10. STANDARD TERMS AND CONDITIONS

City of Tacoma [Standard Terms and Conditions](#) apply.

11. ADDENDUMS

In the event it becomes necessary to revise any part of this Solicitation, an addendum will be issued through the event in Ariba.

12. WASHINGTON APEX

Washington APEX Accelerator offers government contracting assistance for Washington firms. View services available on their website for locations, ability to register as a client, and view schedules for in-person classes and networking events. [Home - Washington APEX Accelerator](#)

Prime Contractors can also use Washington Apex Accelerator to connect with small business to promote equity in contracting practices. [Prime Information Resource - Washington APEX Accelerator](#)

APPENDIX A

Hard Hats Approved for Trial

Hard hats Type 2 Class E approved for trial

- Milwaukee 48-72-1659 bolt white full brim safety helmet type 2 class E
- WaveCel T2 pro type 2 class e full brim hard hat in white
- Malta dynamics Apex type 2 class E full brim safety helmet in white
- Studson SHK-1 full brim Non-vented class 2 type E safety helmet in white
- Lift Safety HRXF-25WE@ radix full brim safety helmet - type 2 class E in white
- MSA V-Gard H2 full brim safety helmet type 2 class E in white
 - 10250617 model number with mips – rotational impact protection
 - 10250593 model number without mips